



Job Title: Technology Integrator/Instructional Coach

Position Overview:

We are seeking an IT Integrator who can effectively identify and bridge the technology skills, knowledge, and attitude gaps within our faculty, staff, and student body. This individual will work closely and be adept at creating, supporting, and promoting transformative learning experiences through technology.

Qualifications:

- Bachelor's degree in a relevant field. A teaching certification may be beneficial but is not a mandatory requirement.
- Ability to foster positive relationships with faculty, staff, and students.
- Demonstrable experience and ease in implementing educational technology.
- A dynamic and enthusiastic approach towards technology solutions.
- Comfort in designing and delivering content to both small and large groups.
- Independent, creative problem-solving abilities with a knack for innovating multiple solutions.

Key Responsibilities:

- Empower teachers to effectively incorporate technology in student engagement.
- Foster a lively, innovative, and collaborative workspace for teachers to generate and share new ideas.
- Guide all organizational levels in selecting and adopting technology tools that align with the school's mission.
- Conduct regular discussions with the Director of Technology to assess the effectiveness of current technology implementations.
- Offer direct support in planning and executing senior administrative projects that involve technology.
- Nurture an online community among the school faculty and staff to facilitate technology in teaching, learning, and school operations.
- Maintain an online platform that showcases outstanding student work involving technology.
- Contribute to technology department initiatives within the school.
- Provide assistance with daily operations of the technology department as needed.
- Oversee and enhance the teacher technology mentor program.

- Establish a student technology advisory and support group to incorporate student perspectives on technology.
- Perform additional tasks and responsibilities as assigned by the Headmaster or Director of Technology.

All employees must obtain a valid CHRC approval with the Maine Department of Education

Salary depends on skills and experience. Excellent medical/dental coverage. Paid holidays and vacation. Thornton will also provide discounted tuition to eligible family members to both Thornton Academy Middle School and High School.

Required Application Process: All those interested in applying must submit the following:

- School application form (“Non-Instructional”, available at www.thorntonacademy.org careers page)
- Letter of interest
- Resume with contact information

Please submit all materials with “Applicant: Technology Integrator/Instructional Coach” in the Subject line to Lisa.estabrook@thorntonacademy.org

If electronic submission is not possible, materials may be mailed or delivered to: Lisa Estabrook Thornton Academy
438 Main Street Saco, ME 04072

The Thornton Academy Board of Trustees has adopted a non-discrimination policy. Thornton Academy considers all applicants without regard to race, age, color, ancestry or national origin, religion, gender, gender identification, sexual orientation, physical or mental disability, marital, veteran, or any other legally protected status.